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STATINTL



Attached is the log for 29 and 30
November and the secretary's book.

STATINTL

s/
R. L. Bannerman
30 November 1969

DD/S:RLB:maq

Distribution:

Orig  w/att

- 1 - DD/S Diary Notes File w/att
- 1 - DCI Duty Officer File w/att

DCI Duty Officer Log
29 November 1969

R. L. Bannerman
Deputy Director for Support

0830 Checked in with Operations Center; reported to The
Director's Office; activated telephones.

NODIS TRAFFIC

State 199509, copy 9, dtd 11/28/69, rec'd 1125 a.m.--attached
State 199786, copy 12, dtd 11/29/69, rec'd 1125 a.m.--attached

1315 Secured office; checked out with Operations Center.

30 November 1969

0915 Checked in with Operations Center; reported to The
Director's Office; activated telephones.

1055 The Director called.

1145 Secured office; checked out with Operations Center.

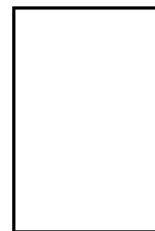
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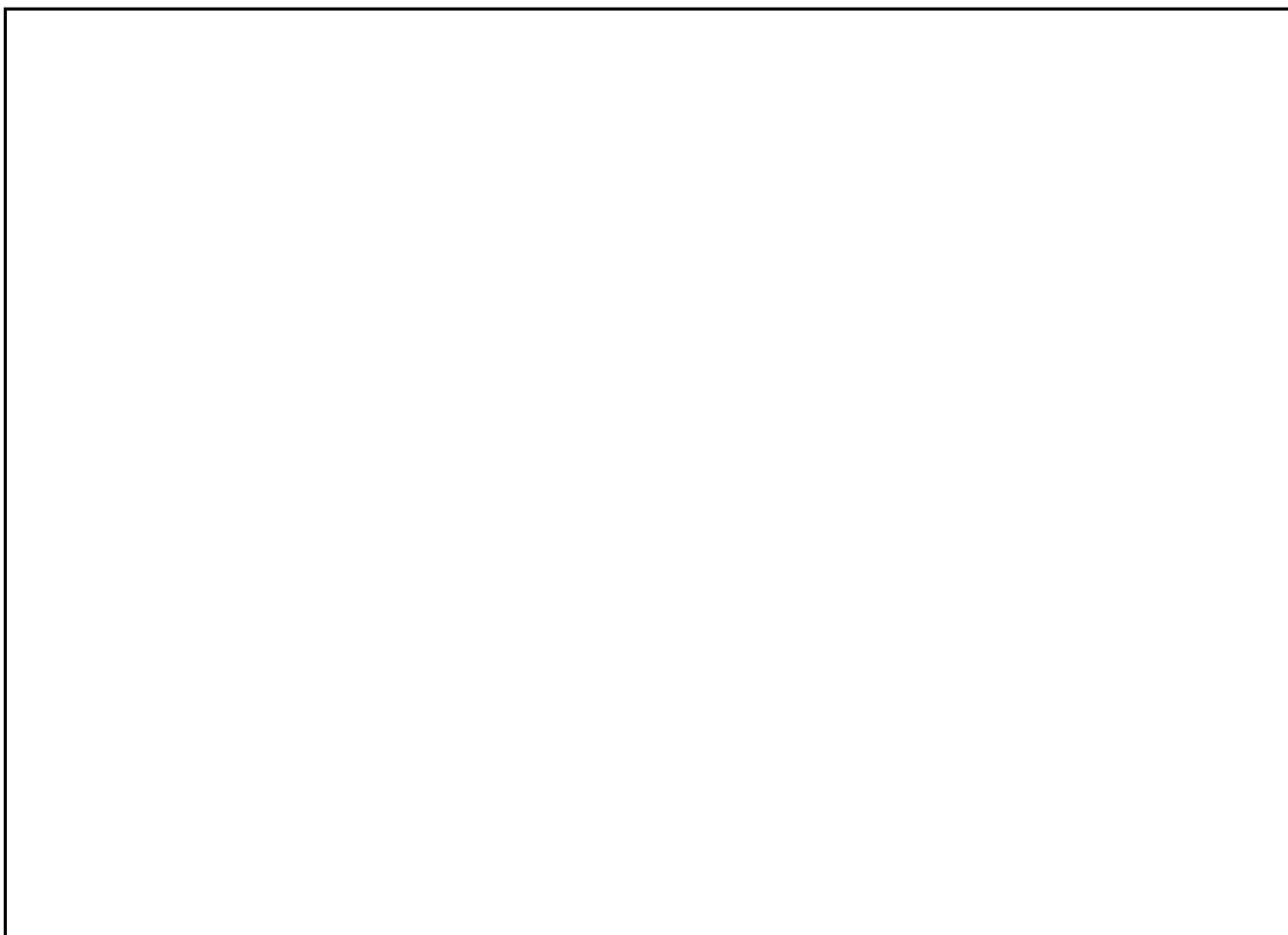


DIARY NOTES

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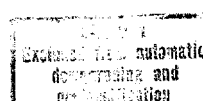
28 November 1969



2. Turn-around Space--Target Oriented Display: Today John Bross called to ask the status of the move and creation of the Target Oriented Display facilities. I thought this had been accomplished but after checking with Carl [redacted] I was advised that nothing had been done due to the delay in moving out the Security group from Headquarters building to Rosslyn. This is being worked out and as soon as plans are drawn a multiple move will take place which will permit the eventual creation and location of the TOD. I informed

*Extract to ExDir-Compt

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John Bross this morning of the delay and told him that a minimum of a month might ensue before anything really material was accomplished. Bross will check and let me know whether the move is critical as to a time factor.

I called Jack Blake on 1 December concerning the unavailability of turn-around space which delays considerably any moves we may have. I asked him to explore with GSA any available space that might exist in buildings we currently occupy or whether there is any space that we might obtain on a temporary basis that would serve our purposes in taking care of these multiple moves. I advised that with a proper proposal I was prepared to see Mr. Helms and ask for his approval for the acquisition of additional space for this purpose. Mr. Blake said he would explore and see what could be done.

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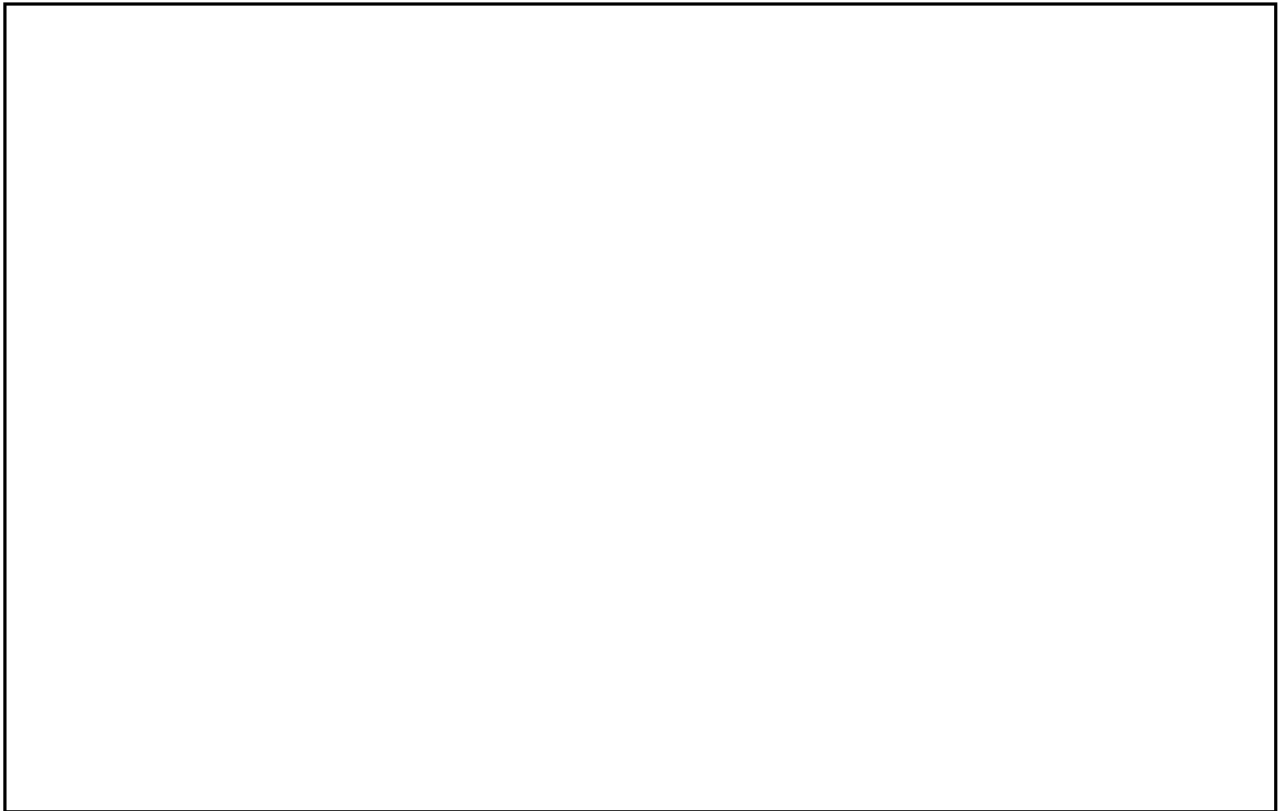
DD/S

28 November 1969

1. Combined Federal Campaign: I announced to the Executive Committee Meeting today the results of the Combined Federal Campaign as contained in the Weekly Report of the Office of Personnel dated 24 November 1969.

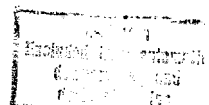
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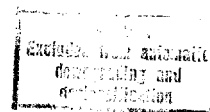
DD/S

26 November 1969

National Civil Service League Nomination--Larry Houston: Reference is made to the submission deadline for nominations on 28 November and the fact that the Agency nominating papers were not completed in time for the Director's signature before he left on Wednesday, 26 November. A last minute delay was occasioned by the necessity to adjust two paragraphs in the nominating papers. Mr. Wattles called Mr. Couturier of the National Civil Service League and obtained a delay in submission to Monday, 1 December.

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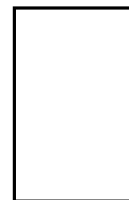


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DIARY NOTES

DD/S

25 November 1969

* * * * *

Excom Meeting of 25 November: The Director asked Larry Houston to review the three serial articles in The New Yorker magazine on the Justice Department and for him to make an oral report to the Executive Committee as to the substance of these articles.

The Director advised that the Vice President will be here for lunch on 9 December from 12:30 to 3:00 p. m. for a briefing on his Far Eastern trip which begins on 26 December. A question was raised as to whether [] was to be invited and the answer was that no mention of this meeting was to be made to [] as it is entirely up to the Vice President as to whom he wishes to have attend the luncheon and briefing.

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DIARY NOTESDD/S24 November 1969

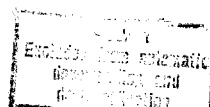
Agency Film: At the Executive Committee Meeting this morning the Director made the following comments concerning the Agency film which he viewed on 21 November 1969. He advised that the film is just about what we want and need and is a film we can show any place to any group. He expressed his thanks to everyone who was concerned with the production of the film and finally concluded by stating, "It's just great."

Then there followed a discussion as to how to best use the film. The Director advised that the DD/S had been directed to show the film to Agency employees during the luncheon period. It was suggested and agreed that we would work up a simple questionnaire for the Agency employees viewing the film to obtain their reactions. One particular question is whether the message of the film is clear and was the mission of the Agency properly understood by the audience. I will ask the Executive Officer, DD/S, to draft up an appropriate questionnaire and this could be done with the assistance of the Office of Personnel. Additionally, Mr. Helms felt that the film should be shown to junior personnel of the Agency to give them a broader view of the Agency and its activities. The DD/I proposed that he arrange for the

desired that we tap an audience which has a relationship with us but does not know the workings of the Agency as to whether they feel the film presents adequately a picture of the Agency, its mission and purpose understandable and relatively clear and any other comments that can be obtained. For this purpose a questionnaire would be drafted to give to these business representatives. The plan was approved and it was agreed that before we go into any extensive use of the film in briefing outside groups, Intelligence Community and outside organizations, we would await the results of the survey at the [] showing.

It was also proposed that the film be shown in the Agency auditorium to members of families of Agency employees. This would give them an opportunity to have a picture of the Agency's mission and also see some of the Agency officers and employees in action. This proposal received favor but it was agreed we should wait until we have the results of the [] showing.

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24 November 1969

MORNING MEETING ACTION ITEM

TO: DD/S
DD/I

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The Director complimented those responsible for the Agency movie viewed on 21 November and initiated a discussion on what we do next in terms of deciding how this film can most appropriately be used. It was decided that the DD/S will prepare a questionnaire to be accomplished by Agency employees after viewing the film in the auditorium, that the DD/I will [] make arrangements for its viewing by various business and civic leaders, and that consideration will be given to showing the film to the families of employees. DD/S commented that only one copy of the film is presently available, and the Director asked that we seek to undertake all the aforementioned steps and report to him on reactions before deciding how best to maximize the value of the film. DD/S commented that he thinks this initial survey might be completed by 1 January.

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EYES ONLY

21 November 1969

MEMORANDUM FOR THE RECORD

1. Howard Osborn advised this morning that [] had told him of a call from a newspaper reporter concerning the finding of a body on Agency property. The caller Oz understood to be a reporter from a Charlottesville, Virginia paper and indicated to Jake that he had information from a police source.

25X1

2. Osborn agreed that Jake should answer the question that no body was found on Agency property but he told Jake that he should clear with Colonel White Jake's desire to elaborate to the effect that a body had been found near Agency property.

3. I subsequently talked to [] myself and received additional information concerning the call. The reporter works in the Washington bureau of Knight newspapers and was particularly interested in the Charlotte, North Carolina Observer. (The other Knight papers are in Akron, Detroit, Miami and Tallahassee.) [] said further that the reporter indicated his source as "local police".

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4. [] said that he had spoken with Colonel White and received approval to tell the reporter that no body was found on Agency property but off the record that the Agency had been informed by the police of the finding of a body near our property but closer to the river.

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[]
John W. Coffey

A-DD/S:JWC:maq

Distribution:

Orig - Mr. Bannerman

EYES ONLY

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downgrading and
declassification

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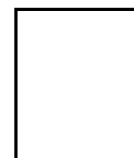
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DIARY NOTESDD/S20 November 1969

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1. Take Stock Plan: [] advised today that allocation of responsibilities under this plan has been agreed upon and that [] OCS, has developed the conceptual approach for the computer backup to the plan. No definitive action, however, has been taken on an action basis as the Director has not yet approved this program. The Executive Director has not had an opportunity to brief the Director and obtain his approval. Harry [] will have a paper of assigned action responsibilities up this week which I will forward to the Executive Director.

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2. Special Annuity Plan for Contract Employees: [] Personnel, believes that they now have a good and valid plan and that he expects to have the approval of [] OGC during this week. The plan can then be presented to the Executive Director for approval.

3. Retirement--CIARDS: The Agency legislative proposal to obtain the Daniels Bill benefits for CIARDS may not be enacted by 31 December; in fact, it may slip well into January. On the other hand, efforts are being made to have our legislative proposal acted upon at the first reading approximately December 6 and if this can be accomplished the chances of passage in early December are greatly improved.

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There are 13 Agency employees who have announced they are ready to retire as soon as this proposal is enacted. Presumably there will be others who will surface as soon as this opportunity presents itself. [] has obtained agreement of the Executive Director that the Director of Personnel will be given authority to extend Agency personnel in employment up to 31 March or when the bill is passed. These are employees who have reached or are reaching the mandatory retirement date and are seeking an extension to obtain the benefits of this bill.

A further problem is that the deductions for retirement on January 1 start at 7% for Civil Service retirees. The 7% would also apply to employees under CIARDS when our legislative proposal is passed but if this is not passed by 1 January then the current rate of 6 1/2% would continue to apply. Rather than have two different percentages of retirement deductions it is felt that

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we should take a flat 7% starting 1 January from everyone on the assumption that the legislation will have passed by that time. If the legislation does not pass until a later date we can always make a credit adjustment ~~until~~^{at} a later date for the CIARDS employees. will come up with the necessary papers for approval of this action.

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DIARY NOTESDD/S20 November 1969

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1. Chauffeur for Executive Director: The Executive Director advised that [] should be officially informed that he is to serve as the Executive Director's chauffeur. Only three chauffeurs will be based in the garage, namely, []. If [] is absent for any purpose a chauffeur for the Executive Director will be drawn from the motor pool. It is presumed that in most cases this would be []. Additionally, [] has been doing a number of personal favors and errands for different people and has to understand that he can accept such requests only when they do not interfere with his duties to serve the Executive Director. (I informed [] of these requirements and he officially advised [] on 21 November.)

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2. Agency Film: At the Executive Committee Meeting this morning I advised that the Agency film had been completed and it was available for a showing to the Executive Committee members. The Director suggested that Friday, 21 November, we cancel the Executive Committee Meeting and review the film. Arrangements have been made to hold the showing in 1 D-78 at 9 a.m. on 21 November. All the members of the Committee have been invited and advised of the timing and additionally Ed Proctor [] [] have been invited to attend as they were members of the film committee. Hopefully the film will be found satisfactory to serve the purpose.

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3. John Bross: I checked with John Bross as to whether the President in ordering a reduction in the volume of reporting from abroad did so orally or in writing to the Secretary of State. Bross indicated he had no knowledge of this.

I also discussed the draft reply on information handling as proposed in a letter to Mr. Kissinger, Assistant to the President for National Security Affairs. Mr. Bross made the point that the Agency had not seen the PFIAB's report on this subject but it had only been informed of the recommendations. As in the case of the Knox report the Agency has never had available a copy of that report. Our reply in effect says that this cannot be done in a hurry and that a meaningful program in the community system for information handling must be seriously considered and studied and not approached with

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arbitrary deadlines in limited fields of development. I voiced the thought that the obvious reluctance of the Agency to accept the recommendations together with the obvious pressure being exercised by PFIAB could result in a serious issue being drawn or the task of running such a program might be proposed for some focal point other than the Director. Bross recognized these factors and indicated that perhaps a showdown on the issue might be the best way of correcting this situation and program.

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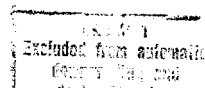
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SECRETDIARY NOTESDD/S17 November 1969

2. State Department, Security Clearance of Congressional Staff Employees: At the request of Jack Maury I called Marv Gentile, Director of Security, State Department, today to get a further reading of State Department's procedures for the security clearance of Congressional committee staff officers or staff officers of individual Senators or Congressmen. Gentile advised that they handle very few cases of this nature and most of the staff committee officers are cleared for overseas inspections in which case State does its own investigating. These requests are generally oral in nature through State's Legislative Liaison. Only rarely is a request put in writing. State has very few requests for clearances at the Washington level and they seek if possible to avoid handling such requests.

Gentile advised that their principal relationship is with the Senate Foreign Relations Committee. This committee, however, directly asks the FBI to conduct investigations on its staff officers and the committee in turn receives a report from the FBI, evaluates it and grants its own clearances. State Department accepts these clearances. For State security records they do check with the committee and establish the fact that an investigation was made, evaluated and a clearance so granted. Gentile also called to attention the fact that under Executive Order 10422 any Senator, Congressman or committee staff member who serves in any form with an international organization must have a security investigation and clearance on loyalty grounds by the Civil Service Commission. This is a regularly established procedure with CSC conducting the investigation, making the evaluation and reporting through State Department to the Congress of the clearance action. Gentile states that a fairly large number of such investigations are conducted.

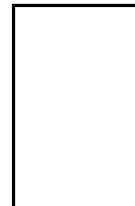
I passed the above information to Jack Maury for his guidance.

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DIARY NOTES

DD/S

17 November 1969

1. Non-Staff Retirement Package: I advised the Executive Director that the non-staff retirement package will be ready fairly soon but has been delayed because of the necessity to complete new cost estimates. Previous estimates ran into rather high figures and the insurance formula had to be re-computed to put this package into more reasonable terms.

* * * * *

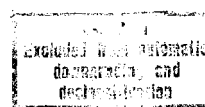
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3. Married Couples: I today handed the Executive Director the Office of Personnel policy paper on the handling of married couples. It is understood that this will be approved policy guidance for the Director of Personnel and will not be issued in Notice form. The Executive Director will brief this to the Director and obtain his acceptance and then will approve the policy and return it to the Office of Personnel.

RLB:ksb

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DD/S DIARY NOTES

16 September 1969

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I then discussed the establishment of the task force operation and the assignment of both a Communications and Logistics officer to that task force. There was some discussion which got somewhat involved and confused as [] to change the assignment responsibilities for both [] and []. It finally ended up that when [] returns around 15 October, we will further discuss this matter.

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DIARY NOTESDD/S14 November 1969

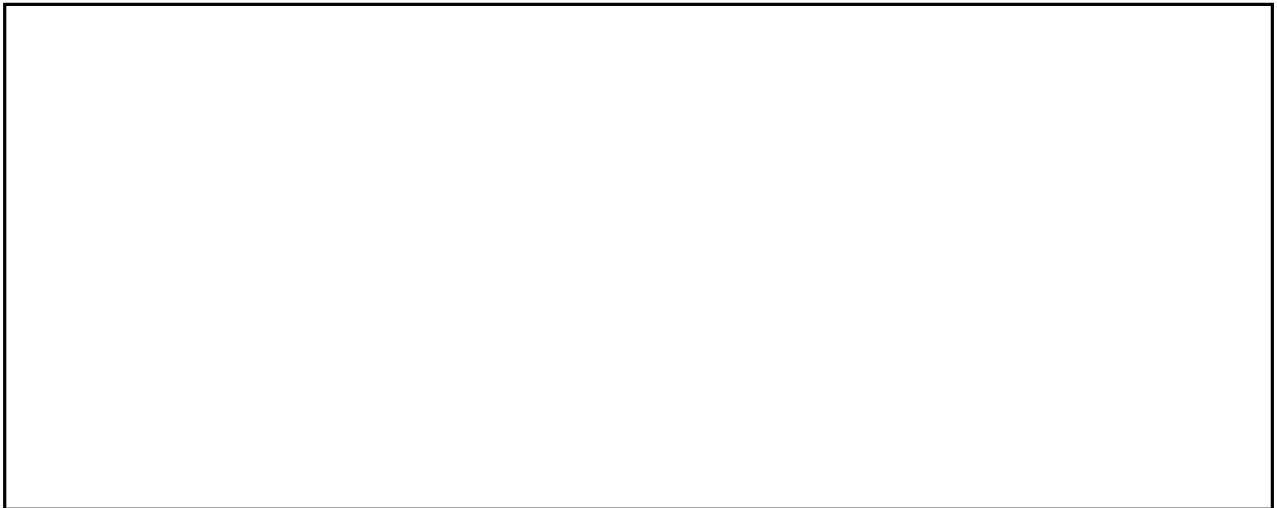
1. Reduction in Volume of Reporting from Abroad: Reference is made to the letter of November 12, 1969 from Elliot Richardson, Chairman of the NSC Under Secretary's Committee, to the Director and other addressees advising of a proposed one third reduction in the communications traffic exchange between overseas posts and Washington headquarters. He proposes a panel or working group of the Under Secretary's Committee to study this problem and report to that Committee. [] acting as the coordinator thought that [] Director of Communications, could well be the Agency's representative. In reviewing the issues, however, it was noted that these dealt with substantive intelligence matters and not with communications technical transmissions and it was thought that someone representing DD/P substantive interests could best serve this position. I spoke to Tom Karamessines this morning explaining the above and suggested that he consider proposing some Agency nominee acceptable to all concerned who could represent the Agency. It was also understood that an Agency committee would be created to study this problem for establishment of an Agency position and serve as the guidance vehicle to the Agency representative on the major committee. Mr. Karamessines later called back and suggested [] as alternate to head up the Agency committee and perhaps be the Agency representative to the major committee. I agreed that this would be satisfactory to the DD/S and that either [] would be the DD/S representative to the Agency committee. Mr. Karamessines will take up this matter for further action. I do think, however, that the Agency representative to the major committee should be a more senior officer and this probably will be the general reaction at the time such an officer is finally selected.

2. Drug Traffic Report: I called Tom Karamessines this date and asked if an arrangement could be made so that [] on my behalf could receive a copy of the principal cables relating to drug traffic reporting as the DD/S would like to be kept advised in light of various DD/S interests. I stated that these messages would be carefully controlled and that [] would be fully responsible for their custody. Tom Karamessines advised that his hold-down was at the direction of the Director but he would check with his staff as to the making available of a copy of the principal messages concerned and would let me know.

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4. CIA Movie: [] called to advise that the first finished cut of the CIA movie was available but needed color adjustments in two scenes. I suggested that he arrange for these adjustments to be made in the film and then call me when the film is complete. At that time I will then attempt to arrange for the Executive Committee to view the film.

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5. [] DC/EUR, called to advise that in reviewing the background of [] he noted that he had not had any specific personnel experience. Ed also advised that [] Deputy Chief of Support, EUR, has not had any specific personnel experience. Ed advised that the EUR requirement of the Chief of Support is heavily oriented, almost up to 80%, in personnel management and administration and both [] and he want somebody well experienced in the personnel management field. He asked if I would consider this problem and perhaps come up with some alternative nominees. I am referring this matter to [] [] for further checking on Brad's experience and perhaps the nomination of some other Support Officer to be Chief of Support, EUR.

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6. Finding of a Body: Howard Osborn called this date to advise that a body had been found on the river side of the George Washington Memorial Parkway about opposite the CIA entrance to the Parkway. The Park Police and the Fairfax County Police are taking jurisdiction. The Fairfax County Medical Examiner indicated the body had been there since about July but no further details as to cause of death were available. Howard Osborn asked both police services not to identify the finding as near the CIA building if they had to make any statement to the press. I advised [] [] Office of the DDCI, and Dr. Tietjen of this finding. No other notification has been made except to []

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READ BY
COFFET ONLY
11-17-69
IN
PRESERVE OF
DR. T. J. TETJEN
MAY 2

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SECRET EYES ONLY

6. The Director indicated that he had signed John Clarke's re-draft to BOB and that the other letter which was mentioned yesterday had not yet come back to him.

7. The Director noted that he would be in New York on Friday and away over the weekend. General Cushman will take the meeting Friday.



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John W. Coffey
Assistant Deputy Director
for Support

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SECRETDIARY NOTES

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DD/S7 November 1969

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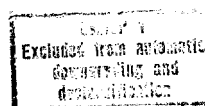
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1. [] I called [] in light of the Executive Director's memorandum that we are to take over the emergency planning function when [] retires 31 December 1969. I called to advise that [] will meet with him to review his functions and activities so they can be responsive to a requirement that we advise how and what of the program we will handle. [] advised me that he has put into a single memorandum his recommendations for the future handling of the program together with a statement as to the status of the whole emergency program in Government. This latter is considered sensitive as he has some political observations. He will send a copy to the Executive Director and to me "Eyes Only. "

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DIARY NOTES

DD/S

7 November 1969

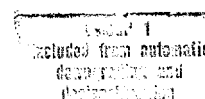
*1. NPIC Parking Situation: At the Executive Committee Meeting today I briefed the group on the problem at NPIC and the actions that have been taken to improve the situation. The Director expressed pleasure in the corrective action which was affirmed by Jack Smith, the DD/I.

2. NMCC Condition 3 Alarm: Howard Osborn advised that this morning at 7:30 a condition 3 (imminent attack) alarm sounded which was immediately corrected as a false alarm. No action was taken as the corrective notification was quickly made.

*Extract on file on this material

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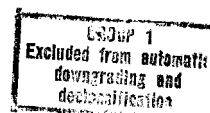
SECRETDIARY NOTESDD/S3 November 1969

Briefing on New Building Location at Headquarters: I have arranged a meeting for 6 November at 10 a.m. at which time [] will discuss a proposed location of a new headquarters building. This will be of guidance in our negotiations with the Federal Highway Administration which is proposing an extensive construction project on the Bureau of Public Roads property. I called George Meloon and asked that in addition to the above we have a briefing on the status of the [] the Language School and Broyhill Building, and a brief discussion on Rosslyn parking. I have asked Meloon to recheck as to whether it is legally possible to ask GSA to negotiate with the owners of the Rosslyn occupied buildings for the use of their parking facilities as an addition to the building rental contract. I have raised this question before but I do not recall having received a definitive answer.

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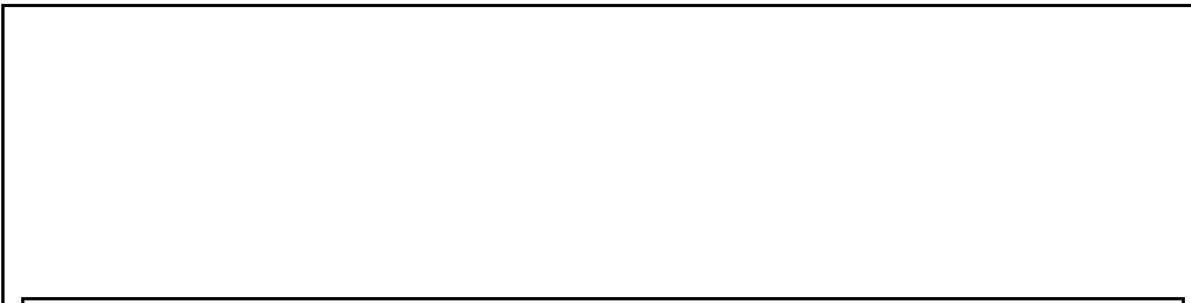
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30 October 1969

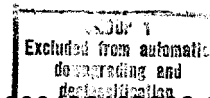
1. Colonel Don Hughes--Helicopter Arrival: [] advised that Colonel Don Hughes, Aide to the President, will arrive at Headquarters on 4 November at 12:30 p.m. by helicopter. Today I passed the word to Howard Osborn to make all the necessary arrangements for this arrival.

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25X1A 2. [] called today to advise that
[] was quite disturbed over an error in reporting military
25X1A service status for which he feels personally responsible. On behalf
of [] MMPD had checked with Navy and had come up with
25X1A a report of certain years of creditable service. This was duly reported
to EUR and was incorporated in a letter to the Director. Later the error
25X1A was discovered and reportedly the Director was annoyed at this misinformation.
Appropriate explanations have been given as to how the error occurred
which really originated in the Department of the Navy but was not spotted
25X1A by any of our people. I asked [] and explain
and apologize for the error hoping that this does not become an issue.



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25X9

5. Logistics Career Service: Today a briefing was given on the Logistics Career Service by Mr. Meloon, Mr. Blake and others present. The Logistics Service is a very complicated one encompassing [redacted] Career Service members and made up of a variety of occupations ranging from unskilled laborers to highly professional engineers and procurement officers. There is a wide diversity of interests and wage scales. Additionally, a number of such employees are not truly Career Service types as their occupation relates only to Washington in a specialized trade-type field. Mr. Meloon has utilized some forms of a Career Service structure for the managing of this Career Service, however, he has found it necessary to manage this Service as a program under his personal direction rather than the conventional Career Service approach. Mr. Meloon has done an excellent job of personnel management and has spent a considerable portion of his time in the interests of the careers of these employees--promotions, assignments, etc. In toto the employees have greatly benefited from this personal administration of their careers but in the absence of a structured Career Service it is not known whether the employees really understand and appreciate what has been done on their behalf. I do think that some time in the near future consideration should be given to the structuring of a more formalized Career Service program which would call for a much greater participation by the members of the Logistics Career Service.

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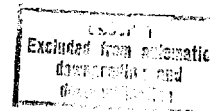
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DIARY NOTESDD/S29 October 1969

Reduction of Communication Volumes: Today [] Director of Communications, advised that he had received some information from State to the effect that the President had ordered a significant reduction in the amount of information being electrically communicated. State was approaching this with a view to asking all U. S. Government elements to accomplish a one third reduction. Reportedly this action was directed through the Under Secretary's Committee. The Agency has not received any such directive nor heard of any action by the Under Secretary's Committee in this regard. I called Cord Meyer, Acting DD/P, to alert him of this reported development and suggested that he have the staff consider how a one third reduction would be accomplished. I suggested that we not take any action, however, until we had had some formal advice that such a directive had actually been issued. As of this date we have had no further communication from the State Department.

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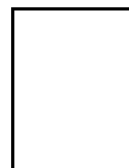
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SECRETDIARY NOTESDD/S24 October 1969

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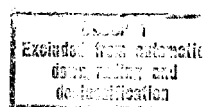
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1. [] this date to discuss his transfer from Special Assistant to the DDCI to the DD/S Staff. I proposed that he take [] position on the staff and described in general terms the duties and responsibilities of that position. I advised that this would be a training-experience situation and would open the possibility for consideration of other assignments within the Support Directorate in the future. Don was extremely interested and anxious to get started. It was agreed that he would transfer as soon as [] returned from leave on either November 10 or November 17. Don has obtained the concurrence of General Cushman. Don mentioned that he was interested in a promotion at some appropriate time and I advised that this I understood to be the case and that definitely he would be considered for promotion after an unspecified period of service on the DD/S Staff.

2. George Meloon: I called Meloon this date to indicate the current status of our legislative amendment to the CIA Retirement System. I further noted that George had not submitted any papers on retirement and that he should consider doing so since he can make this conditional as to the enactment of the legislation. Further I stated that Wattles has the prerogative of delaying the effective date which could reach to 31 December. Meloon advised that he was principally interested in the sick leave and the high three years of salary as the basis for annuity rather than the 5% annuity increase which would be available if he retired by 31 October. I left the decision to Meloon who indicated he would prefer to hold off, that he has the papers all ready. I reminded him that both the Retirement Board and the Director must act upon his paper and he advised he was quite aware of this but would still hold off for the time being.

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DIARY NOTES

DD/S

23 October 1969

1. Agency Film: I checked with [redacted] as to the excerpt from the Agency film of President Nixon's address to the Agency as to whether or not we should obtain clearance from the White House. [redacted] after reviewing the extract felt that it was not necessary as this was followed by a public release and it was expected that this would be used as the Agency deemed appropriate. I also checked with Jack Maury as to whether the mention of our four committees without further identification was OK and he advised that there was no problem. Accordingly I notified [redacted] that the movie as composed was now to be put in final form and asked that he go ahead. Work on this will begin next week. After completion of the movie I will then arrange a showing to the Executive Committee for their approval.

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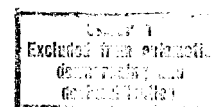
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DIARY NOTES

DD/S


21 October 1969

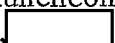
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2. Agency Film: We have a showing of the Agency film at 10 a. m. Wednesday, 22 October, at the National Capitol Film Laboratory. I found that the reviewing group had not been lined up, so accordingly I invited Dick

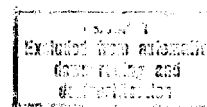

will also be present.

3. Luncheon--Frank Meyer, Assistant Secretary of State: On 23 October Colonel White has arranged to host a luncheon for Frank Meyer, newly appointed Assistant Secretary of State. He asked if I would find out the area responsibilities for Meyer which include communications, foreign building operations, budget and fiscal and State operations. Accordingly I suggested that the luncheon guests be the Executive Director, Meyer, Messrs. Bannerman, Coffey,  Bush, Meloon, Clarke and Blake. Invitations have been extended to this group.

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DIARY NOTES

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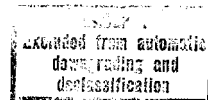
18 October 1969

Dr. Kissinger--Information Request: When the Director and DDCI returned from Camp David today Howard Osborn was advised that Dr. Kissinger levied a request as to what information we have on the leaders of the groups that conducted the moratorium on Vietnam. After consideration this request was relayed to who agreed to be the focal point for this report and work on this report was conducted over the weekend.

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DIARY NOTESDD/S17 October 1969

1. Advanced Management Program--Harvard: Today John Clarke called to say that he had been in touch with Van Gorden^{ER} who was most complimentary of Agency nominees particularly those who attend the PMD. Van Gorden^{ER} has in mind establishing a summer program of six weeks with a view to having possibly one course span a two-year period of six weeks in each summer. Clarke has a written proposal which he will send to me and I will ask OTR to staff it out. I asked John Clarke to acknowledge receipt of this forwarding from Van Gorden^{ER} and advise that I will reply as to the Agency's interest in this program.

REQUEST TO OTR
27 OCT

2. Director of Finance--Meeting: Les Bush met with me today to report several things as follows:

a. If a 2 1/2 to 5% cut in personnel ceiling is levied on the Office of Finance during the next two fiscal years Mr. Bush feels that this can be met through retirements within the Office of Finance.

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b. Bush is still interested in [] eventually serving in the Office of Finance. I advised that I plan to bring [] into the DD/S staff temporarily and we can keep [] in mind for an eventual assignment.

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c. Bush expressed concern about the administrative-computer support to the Take Stock Plan. Finance support would take at least the full time work of one person and possibly part of another. The computer support to the Take Stock Plan will take the work of a number of program analysts and will delay the completion of the new payroll computer system which was to go into operation in January 1971. Mr. Bush will discuss this further with [] and subsequently report back to me.

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d. Bush asked if he could take leave from November 19 to 28 with the assurance that [] will be available during this period. I approved this leave.

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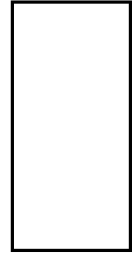
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DIARY NOTES

DD/S

16 October 1969

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* Allen Dulles Papers: On 16 October, I met with [redacted] and

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[redacted] to discuss a review of the Dulles papers that are to be

returned to the Dulles estate. [redacted] was agreeable to conducting

such a review and would prefer to do it at Headquarters. Subsequently

I talked to the Executive Director-Comptroller and he asked if this review

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could be delayed to 1 December so that [redacted] could complete another

project. After checking with Larry Houston who felt that he could hold

off the lawyers for the estate, it was agreed that this project would be

delayed to 1 December.

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*Extract [redacted]

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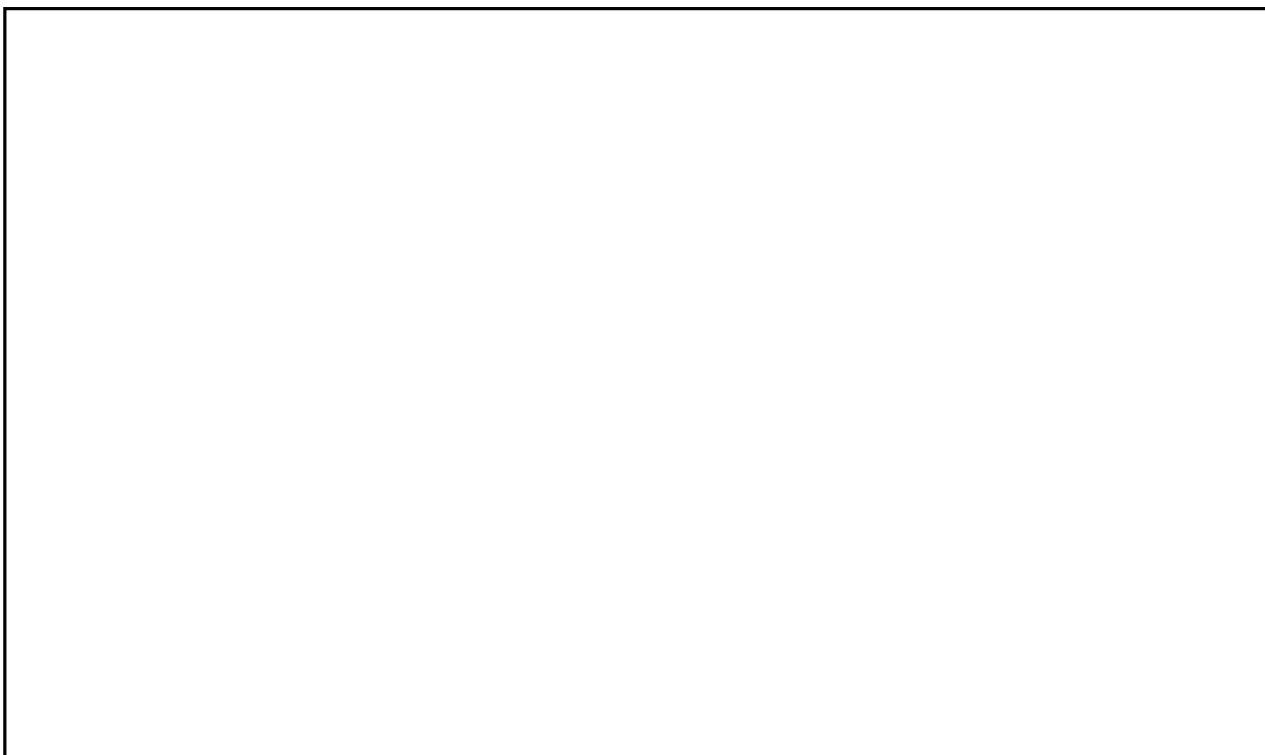
DIARY NOTES

DD/S

15 October 1969

1. Logistics--IG Report: George Meloon called today to ask for a two-week extension from 31 October to 15 November on submitting his reply to the DD/S on the IG inspection report. Meloon explained that Jack Blake had been absent for two weeks and that he is under pressure to prepare for budget hearings, meetings and briefings and he cannot fully act upon the report at this time. I granted Meloon his extension. If this conflicts or extends beyond the Executive Director's deadline we should ask for an extension of time from the Executive Director. It was agreed with Meloon that he would meet with me to discuss the recommendations before he puts in his final reply.

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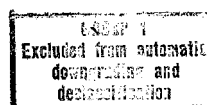


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3. [] -Proposed Trip to Bermuda and London for Historical Research: I checked with the Executive Director to be sure that there would be no objection to []'s making his proposed trip. This was OK.

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4. Annual Awards Film: I reviewed today the finished copy of the Annual Awards film and subsequently called the Executive Director asking that he obtain from the Director approval to permit use of the full film by the Deputies in presenting the longevity awards to our employees. I sought specific approval because the Director has taken a positive position on the printing up of his speech and I wanted to be sure that he had no objection to the showing of the film.

* * * * *

5. Executive Dining Room--Serving of Liquor: At the Executive Committee Meeting today the Director advised that any serving of liquor is to be restricted to the Executive Dining Room and the DCI private dining room. He did not want this extended into other conference rooms or other parts of the Agency. In unusual cases he was willing to consider an exception but the above was the rule. Since I was unaware of any incident that gave

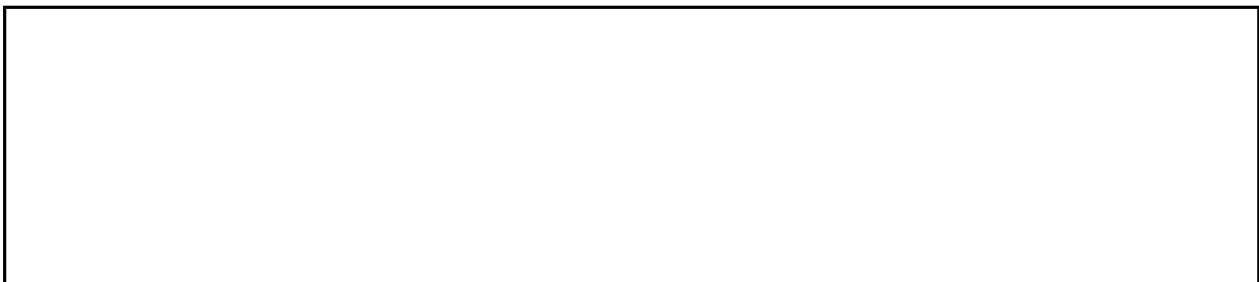
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for lunch in the Executive Dining Room but have cocktails preceding this in the DCI conference room. This proposal was disapproved, in fact, he was told to do his entertaining outside of the building as they did not want to mix this group with Agency employees. Another possible incident was a proposal for a [redacted] on 1 December to have a buffet dinner in the dining room and cocktails in the conference room. The serving of cocktails in the conference room was disapproved and directed to be served in the DCI private dining room.

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DIARY NOTES

DD/S

10 October 1969

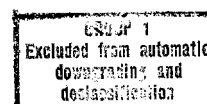
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1. Robert Amory: On October 8 Bob Amory called and advised that he is the Director of a computer software company which was bidding for a contract with the Defense Department. He advised that it was a classified contract and the directors of the company would have to be cleared. He wanted to know what statement he could make to the DoD as to his security status with the Agency. I checked with Howard Osborn for the current status and today I called Amory and advised him as follows--that when he left the Agency in March 1962 to join BoB his security clearances were continued. In February 1968 there appeared to be no need to continue these clearances in an active status and accordingly he was debriefed on these clearances by Howard Osborn. In response to a question by Amory I stated that the debriefing and cancellation of the clearances was based solely on absence of a continuing need for the clearances. This was satisfactory to Mr. Amory who said he would so advise the Department of Defense.

2. [redacted] today advised that the IG made available a 74-page document submitted by [redacted] a former Career Trainee, concerning conditions in the Soviet Bloc Division. Rod reported that there were some elements of information in the CT file in [redacted] shop that might have been of guidance to the component in the handling of this individual. What these factors were was not revealed but apparently it was a matter of judgment whether this should be passed on. I told Rod to be sure that [redacted] makes available to the IG all information and if there is any criticism to be levied then we will look at the facts when such action is taken.

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DIARY NOTES

DD/S

6 October 1969

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Chief of Support/WH Division: I called [] today to advise that after consideration I wanted to go ahead with the assignment of [] as Chief of Support/WH Division, vice [] was agreeable to this position and raised a question as to the timing which I proposed to take place shortly. I advised that I would have [] work with [] to establish the appropriate timing and arrangements.

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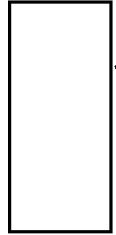
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DIARY NOTES

DD/S

3 October 1969

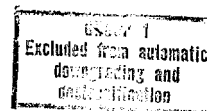
Hugh Cunningham Trip: Today Cunningham called me just before departing on his trip to [] and asked if it would be OK with me if he and his wife returned to Washington on the 19th of October following stopovers at [] I advised this was satisfactory to me if approved by DD/P.

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DIARY NOTES

DD/S

3 October 1969

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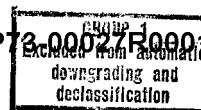
1. Film--Annual Awards Ceremony: The DCI had not approved my proposal to publish his speech at the Annual Awards Ceremony. A film of that ceremony was, however, produced and at least three copies exist in the Agency. There have been several proposals to use the film, and DD/P particularly plans to use it in their awards presentations. I checked with the Executive Director who agreed that the film could be released for internal Agency showing without obtaining specific approval of the DCI. I so informed [] and asked that he pass this on to the film recipients. The film is for internal showing only, and I specified to [] that he must assure that the comments concerning

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funding its research efforts just short of \$150,000. He is now stepping this up to just over \$150,000, bringing it within the cognizance of the Contract Review Board. Duckett apparently did not make this known on his own initiative to the Executive Director, and I authorized Jack Blake to inform the Executive Director of this information.

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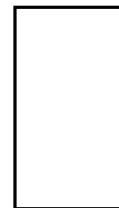
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DIARY NOTES

DD/S

2 October 1969

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CI Staff Need for Additional Space: Today [] CI Staff, called to advise that his project had started 1 June 1969 with a planned T/O of 36 people. They have almost reached this number of people through internal reassignments and their deadline is 1 November as to whether additional personnel will be required to carry out this project. If deemed necessary and approved by the DCI, this project will require additional space, an increased computer capability, and an on-line TWX service with other security services in the Washington area. The name of the DCI was used frequently [] as directing that specific detailed things be done. I took this under advisement as I am sure the DCI would not make a personal decision on these merely minor details. I asked [] to put in writing what is approved and what he needs--space, etc. --and submit the memorandum to me, and then I will get it in the hands of the proper people for consideration as to what can be done.

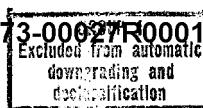
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DIARY NOTES

DD/S

1 October 1969

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2. Public Service Assistance Society: I advised the Executive Director that a new Board had been created for this organization, that it held its first meeting on 25 September 1969, and that it had elected its officers and representatives. A paper will now be prepared recommending the abolishment of the Welfare Assistance Board.

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3. Chief of Support, AF Division: Today [redacted] called to advise that he and his immediate staff were interested in seeing [redacted] take over the position of Chief of Support and advised that Jim has performed effectively and is well-liked by all. If agreeable with me, he would want to send [redacted] on a one-month TDY of the Africa area for orientation purposes. I mentioned that I had in mind [redacted] as Chief of Support as I did not think [redacted] was quite ready for this level of position. [redacted] was unaware of our consideration of [redacted] and accordingly I sent him (on 2 October) a memorandum with biographic information on [redacted] asking that he look this over before we made a final decision.

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